



SENIOR COMMISSION AGENDA REPORT

MEETING DATE JUNE 2, 2016

ITEM NUMBER: 5a

SUBJECT: GOALS AND OBJECTIVES MEETING

DATE: MAY 20, 2016

FROM: PARKS & COMMUNITY SERVICES DEPARTMENT/ SENIOR CENTER

PRESENTATION BY: YVETTE AGUILAR, SENIOR CENTER PROGRAM ADMINISTRATOR

**FOR FURTHER INFORMATION CONTACT: YVETTE AGUILAR, SENIOR CENTER PROGRAM
ADMINISTRATOR, 714-327-7540**

RECOMMENDATION

Staff recommends that the Senior Commission select and approve goals and objectives for one, three, and five year periods, to provide staff with clear direction toward obtaining tangible results for current and future Senior Center programs and services.

BACKGROUND

The Senior Commission held its first regular meeting in March 2015. After six (6) consecutive, bi-monthly meetings, the Commission completed one year of service. Over the course of the Committee's first year, it was brought up on several occasions that it may be beneficial to put a plan into place to assess current and future program and service needs and to monitor their success rate. At the March 8, 2016 meeting, the Commission agreed to move forward with such a plan by scheduling a special meeting to discuss one, three, and five year goals and objectives. The intent of these goals and objectives is to provide definitive direction to City staff, in the continuing effort to provide quality programs and services to members of the senior community.

DISCUSSION

At the March 8, 2016 meeting, the Senior Commission agreed that a special meeting was imperative to ensure that the needs and desires of the entire senior community in Costa Mesa are addressed. These over-arching goals and objectives will highlight program and service benefits for both current Senior Center patrons and for future facility users that reside in the City of Costa Mesa area.

In order to assist with the streamlining of a special goals and objectives meeting, staff created a goals and objectives template that includes important term definitions, core values, and sample goals (Attachment 1). It will be advantageous for the Commission to review the template prior to the meeting and may also prove beneficial for Commissioners to compile their thoughts on potential goals and objectives

FISCAL REVIEW

No fiscal review is required for this item.

LEGAL REVIEW


No legal review is required for this item.

ALTERNATIVES CONSIDERED

1. The Senior Commission could approve the goals and objectives for one, three, and five year periods.
2. The Senior Commission could decide not to approve goals and objectives for one, three, and five year periods.
3. The Senior Commission could approve a modified amount of goals and objectives for one, three, and five year periods.

CONCLUSION

Staff provided the Commission with an outline to aid in the selection of goals and objectives for one, three, and five year periods. Staff recommends that the Commission determine the goals and objectives for each of these years to provide staff with direction to further the Senior Center programs and services.



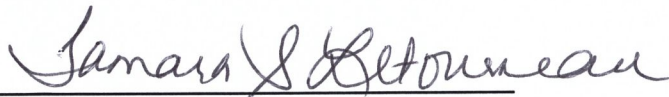
Yvette E. Aguilar

Senior Center Program Administrator



Justin Martin

Interim Recreation Manager



Tamara S. Letourneau

Assistant Chief Executive Officer

Attachments: 1. Senior Commission – Goals and Objectives Outline

Senior Commission – Goals and Objectives

Thursday, June 2, 2016

9 a.m.

Costa Mesa Senior Center

Important Definitions:

Mission – Provides an overview of the group's plans to realize the vision by identifying service areas, target audience, and values and goals of the organization.

Vision – Expresses an organization's optimal goal or reason for existence.

Goal – The purpose toward which an endeavor is directed.

Objective – Something that one's efforts or actions are intended to attain or accomplish; purpose; target (usually has a measurable outcome).

Strategy – plan, method, or series of maneuvers for obtaining a specific goal or result.

The Mission and Vision statements for the Costa Mesa Senior Center are:

Mission: "Enriching lives and communities through health, wellness, volunteerism, and socialization."

Vision: "The Costa Mesa Senior Center is dedicated to the improvement of the lives of older adults by creating a place that offers opportunity to become more educated about health and wellness, share skills and talents with peers, interact and develop communication with friends, family, and others, and be advocates for older adults."

Core Values:

1. Seniors are recognized as a valuable asset.
2. _____
3. _____
4. _____
5. _____

List of Goals:

1. Increase programming at the Senior Center.
2. _____
3. _____
4. _____
5. _____

One Year Vision:

1. Goal One – Increase Senior Center Membership
 - a. Objective One – Through analysis, find out which demographics are being underserved.
 - i. Request statistics about senior population in the City of Costa Mesa from the Development Services Department
 - ii. Compile data in a format that is easy to comprehend and analyze.
 - b. Objective Two – Develop plan to engage underrepresented groups.
2. Goal Two -
 - a. Objective One -
 - i.
 - ii.
 - b. Objective Two -
 - i.
 - ii.
3. Goal Three -
 - a. Objective One –
 - i.
 - ii.
4. Goal Four -
 - a. Objective One –
 - i.
 - ii.
5. Goal Five –
 - a. Objective One –
 - i.
 - ii.

Three Year Vision:

1. Goal One –
 - a. Objective One –
 - i.
 - ii.
 - b. Objective Two –
2. Goal Two –
 - a. Objective One -
 - i.
 - ii.
 - b. Objective Two -
 - i.
 - ii.
3. Goal Three –
 - a. Objective One –
 - i.
 - ii.
 - iii.

Five Year Vision:

1. Goal One –
 - a. Objective One –
 - i.
 - ii.
 - b. Objective Two –

One Year Vision

Goal	Goal #1	Goal #2	Goal #3	Goal #4	Goal #5
Broad, general statements of what the Senior Commission intends to accomplish. Goals describe broad learning outcomes and concepts.	Increase programming at the Costa Mesa Senior Center.				
Objective Brief, clear statements that describe the desired outcomes of goal; i.e., the specific skills, values, and affects senior center should exhibit from the setting of the goal. *These are intended results or consequences of the programs.	Objective #1 Find out which demographics are being underserved . Objective #2 Develop plan to engage underrepresented groups.				
Measurable Outcome How do you measure the success of your goal setting and objective? Measuring the impact of your plan.	Measurable Outcome #1 Take attendance for each new program and request information specific to demographic being served.				

Three Year Vision

Goal Broad, general statements of what the Senior Commission intends to accomplish. Goals describe broad learning outcomes and concepts.	Goal #1	Goal #2	Goal #3
Objective Brief, clear statements that describe the desired outcomes of goal; i.e., the specific skills, values, and affects senior center should exhibit from the setting of the goal. *These are intended results or consequences of the programs.	Objective #1		
Measurable Outcome How do you measure the success of your goal setting and objective? Measuring the impact of your plan.	Measurable Outcome #1		

Five Year Vision

Goal Broad, general statements of what the Senior Commission intends to accomplish. Goals describe broad learning outcomes and concepts.	Goal #1
Objective Brief, clear statements that describe the desired outcomes of goal; i.e., the specific skills, values, and affects senior center should exhibit from the setting of the goal. *These are intended results or consequences of the programs.	Objective #1
Measurable Outcome How do you measure the success of your goal setting and objective? Measuring the impact of your plan.	Measureable Outcome #1